



## MEMORANDUM

RCA  
Substitute  
Agenda Item No. 5(B)

**TO:** Honorable Chairperson Barbara Carey-Shuler, Ed. D.  
and Members, Board of County Commissioners

**DATE:** April 28, 2004

**FROM:** George M. Burges  
County Manager

A handwritten signature in black ink, appearing to read "Burges", is written over the printed name of George M. Burges.

**SUBJECT:** Review Committee Report  
for In-Kind Services  
Requests for April 2004  
Committees and for BCC  
Consideration in May  
2004

**This substitute item incorporates the Board of County Commissioners' request to include an updated spreadsheet on the balance of funds for the In-kind Services and Fee Waiver Countywide and District Specific funding allocations.**

Below is a report for five retroactive and one timely in-kind services requests totaling \$8,807, which will be funded by the district specific fund. The requests that are retroactive are due to the agenda deadline dates for Board committees. In addition, two pending in-kind requests for the West Perrine Community Development Corp., Inc. Martin Luther King Jr. Day Band Extravaganza and Parade, and the New Vision MLK Task Force Parade in Homestead.

The six new requests include St. John the Apostle Catholic Church and School Festival; Community Health of South Dade, Inc., Children Crisis Fundraiser; the District 12 Easter Extravaganza; City of Opa-Locka Ribbon Cutting Ceremony; Church of the Ascension's Annual Church Bash; and the No Jive Productions "Open Yo Eyes" Event.

The attached updated table details the Countywide and District Specific events and fund balances for both approved and pending items.

### **St. John the Apostle Catholic Church and School Festival**

#### **Background**

A retroactive waiver for in-kind services is being requested by Commissioner Rebeca Sosa, District 6, for the St. John the Apostle Catholic Church and School Festival, which was held on March 4-7, 2004. The review committee discussed the application via e-mail, which was received by committee staff on March 2, 2004.

#### **Description of Funding/In-Kind Services Request**

In-kind services have been requested in an approximate amount of \$2,906 from the Parks and Recreation Department for use of their stage. The District Specific Special Reserve will fund this from District 6.

#### **In-Kind/Fee Waiver Funding History**

There is no history of past funding for the St. John the Apostle Catholic Church and School Festival.

**Community Health of South Dade, Inc., Children Crisis Fundraiser**

**Background**

A retroactive waiver for in-kind services is being requested by Commissioner Dennis C. Moss, District 9, for the Community Health of South Dade, Inc., Children Crisis Fundraiser, which was held on March 20, 2004. The review committee discussed the application via e-mail, which was received by committee staff on March 3, 2004.

**Description of Funding/In-Kind Services Request**

In-kind services have been requested in an approximate amount of \$1,200 from the Miami-Dade Fire Rescue Department for fire rescue support during the event. The District Specific Special Reserve will fund this from District 9.

**In-Kind/Fee Waiver Funding History**

Funding in the amount of \$58,000 was provided to the Community Health of South Dade, Inc. in fiscal year 2002-03 and for 2003-04 for Children, Youth and Families home visiting.

**District 12 Easter Extravaganza**

**Background**

A retroactive waiver for in-kind services is being requested by Commissioner Jose "Pepe" Diaz, District 12, for the District 12 Easter Extravaganza, which was held on April 10, 2004. The review committee discussed the application via e-mail, which was received by committee staff on March 19, 2004.

**Description of Funding/In-Kind Services Request**

In-kind services have been requested in an approximate amount of \$686 from the Parks and Recreation Department for the use of the showmobile. The District Specific Special Reserve will fund this from District 12.

**In-Kind/Fee Waiver Funding History**

There is no history of past funding for the District 12 Easter Extravaganza.

**City of Opa-Locka Ribbon Cutting Ceremony**

**Background**

A retroactive waiver for in-kind services is being requested by Commissioner Betty T. Ferguson, District 1, for the City of Opa-Locka's Ribbon Cutting Ceremony for the Network Learning Center, which was held on April 16, 2004. The review committee discussed the application via e-mail, which was received by committee staff on April 1, 2004.

**Description of Funding/In-Kind Services Request**

In-kind services have been requested in an approximate amount of \$791 from the Parks and Recreation Department for use of the stage. The District Specific Special Reserve will fund this from District 1.

**In-Kind/Fee Waiver Funding History**

There is no history of past funding for the City of Opa-Locka Ribbon Cutting Ceremony.

### **Church of the Ascension's Annual Church Bash**

#### **Background**

A waiver for in-kind services is being requested by Commissioner Dennis C. Moss, District 9, for Church of the Ascension's Annual Church Bash, which will be held on May 1, 2004. The review committee discussed this application via e-mail, which was received by committee staff on April 8, 2004.

#### **Description of Funding/In-Kind Services Request**

In-kind services have been requested in an approximate amount of \$1,056 from the Parks and Recreation Department for use of the small showmobile. The District Specific Special Reserve will fund this from District 9.

#### **In-Kind/Fee Waiver Funding History**

There is no history of past funding for the Church of the Ascension's Annual Church Bash.

### **No Jive Productions "Open Yo Eyes" Event**

#### **Background**

A waiver for in-kind services is being requested by Commissioner Betty T. Ferguson, District 1, for the No Jive Productions "Open Yo Eyes" Event, scheduled for September 18, 2004 at the Joseph Caleb Center Auditorium. The review committee discussed the application via e-mail, which was received by committee staff on March 31, 2004.

#### **Description of Funding/In-Kind Services Request**

A fee waiver has been requested in an approximate amount of \$2,168 from the Parks and Recreation Department for technical and basic rental fees of the Joseph Caleb Center Auditorium. The District Specific Special Reserve will fund this from District 1.

#### **In-Kind/Fee Waiver Funding History**

For fiscal year 2003-04, No Jive Productions, Inc. applied for a community grant from the Department of Cultural Affairs' Community Grant Program. The award is pending and the amount is to be determined on April 29, 2004 for the Fourth Quarter Community Grants.

In fiscal year 2001-02, No Jive Productions, Inc. received a grant for \$5,000 from the Department of Cultural Affairs' Community Grant Program.

### **Pending In-Kind Requests**

The two pending requests include the West Perrine Community Development Corp., Inc., Dr. Martin Luther King Jr. Day Band Extravaganza and Parade and the New Vision MLK Task Force Parade in Homestead. These three events are already allocated from the countywide reserve.

### **West Perrine Community Development Corp., Inc., Dr. Martin Luther King Jr. Day**

#### **Background**

A retroactive waiver for in-kind services is being requested by a not-for-profit organization, West Perrine Community Development Corp., Inc. for two events in celebration of Dr. Martin Luther King (MLK) Jr. Day. The Band Extravaganza, which was held on January 16, 2004 at FIU Stadium and the MLK Parade in Perrine, which was held on January 17, 2004.

Detailed Description of Funding/In-Kind Services Request

In-kind request for the Band Extravaganza includes Miami-Dade Fire Rescue services at an approximate cost of \$3,000; Miami-Dade Police services at an approximate cost of \$4,000; and Parks and Recreation services for ten bleachers at an approximate cost of \$7,132; for a total of \$14,132 for in-kind services.

In-kind request for the Parade includes Miami-Dade Fire Rescue services at an approximate cost of \$620; and Miami-Dade Police services at an approximate cost of \$24,000; for a total of \$24,620 for in-kind services.

**The combined total for requested in-kind services from the West Perrine Community Development Corp., Inc. is \$38,752.**

In-Kind/Fee Waiver Funding History

Funding in the amount of \$16,205 for Miami-Dade Fire Rescue Services and Miami-Dade Police services was provided to the West Perrine Community Development Corp., Inc. for in-kind services in fiscal year 2002-2003. A general fund allocation of \$10,000 was also provided in fiscal year 2002-2003.

In fiscal year 2003-2004 a general fund allocation of \$7,500 was provided to the West Perrine Community Development Corp., Inc. for the MLK Parade and Band Extravaganza.

**New Vision – MLK Parade Task Force**

Background

A retroactive waiver for in-kind services is being requested by a not-for-profit organization, New Vision – MLK Parade Task Force Committee for MLK Festivities in Homestead, Florida, which was held on January 17, 2004. The review committee met on January 6, 2004 to review the application for this request, which was received by committee staff on December 29, 2003.

Description of Funding/In-Kind Services Request

In-kind services have been requested at an approximate cost of \$1,806 from the Parks and Recreation Department for the small showmobile and stage; \$1,131.00 from the Solid Waste Management Department for participation in the parade; from Miami-Dade Fire Rescue for participation in the parade no charge due to on-duty vehicle; **for a total of \$2,937 for in-kind services to New Vision – Homestead, MLK Parade Task Force Committee.**

In-Kind/Fee Waiver Funding History

A general fund allocation of \$7,500 was provided to New Vision – MLK Parade Task Force Committee in fiscal year 2003-04.

A general fund allocation of \$10,000 was provided to New Vision – MLK Parade Task Force Committee in fiscal year 2002-03 and in-kind services from Miami-Dade Fire Rescue in an amount of \$915 was provided in fiscal year 2002-03.

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Assistant County Manager

# In-Kind and Special Events Reserve Fund

## FY 2003-04 Approvals and Fund Balance

BCC and/or Committee Meeting Date	Approved Resolution No.	Event/Program	Description	Amount Requested	Amount Approved	Approved Amounts From Proprietary Departments	From General Fund Departments
<b>Approved In-Kind and Special Events Requests - Countywide</b>							
10/7/2003	R-1113-03	Source Awards	Source Hip-Hop Music Awards Show, October 13, 2003. \$50K of in-kind services from Police, Transit, Parks and Rec., and Fire. (no specific request)	\$50,000	\$50,000	\$0	\$50,000
10/7/2003	R-1114-03	Miami Carnival	Miami Caribbean Carnival: October 12, 2003; \$50K in cash in lieu of \$90K police in-kind services (approx. 2/3 of \$90K); Transit Dept. fee waivers (\$21,936); Fire Rescue fee waivers (\$23,236)	\$95,172	\$95,172	\$15,172	\$80,000
10/7/2003	R-1115-03	Hong Kong Dragon Boat Festival	United Chinese Assoc. of Florida hosting at Haulover Beach Park Marina; Police In-Kind Services (\$10,280) and Fire In-Kind Services (\$2,800)	\$13,080	\$13,080	\$2,800	\$10,280
10/28/2003	Approved by Motion	Race for the Cure	Susan G. Komen Breast Cancer Foundation - Fee Waiver for use of Park & Recreation Showmobile (\$2,866) for 10/18/03 Race for the Cure event	\$2,866	\$2,866	\$0	\$2,866
10/28/2003	R-1180-03	Coexistence Miami	In-Kind Services from Public Works Department, including supplies, labor and equipment; art exhibition in conjunction with Miami Book Fair.	\$9,833	\$9,833	\$0	\$9,833
11/6/2003	R-1279-03	Art Basel Miami Beach	In-Kind MDPD for Vizcaya event - \$1,364; Consumer Services PTPD officers for taxi stands - \$12,296; Transit In-kind \$26,306	\$39,966	\$39,966	\$38,602	\$1,364
11/6/2003	R-1274-03	Historical Museum of Southern Florida Annual Harvest Festival	In-Kind Services from Miami-Dade Fire Rescue in the amount of \$2,893	\$2,893	\$2,893	\$2,893	\$0
11/6/2003	R-1278-03	City of Sweetwater Festival	20 officers, 4 sergeants (\$13,941), 1 fire unit (\$4,749)	\$18,690	\$18,690	\$4,749	\$13,941
12/4/2003	R-1351-03	Miami-Dade County Days in Tallahassee	In-Kind Services in the amount of \$15,000 from Communications for printing, posters, video support, and misc. related items.	\$15,000	\$15,000	\$0	\$15,000
12/4/2003	R-1319-03	National Alliance for Autism Research Walk-A-Thon	Fee Waiver for use of Park and Recreation Showmobile in the amount of \$2,866; Resolution also allocates \$2,500 from District 7 Office Funds for Parking at Crandon Park.	\$2,866	\$2,866	\$0	\$2,866
12/8/2003	R-1399-03	Holiday Toy Drive	Resolution allocates \$1,000 of In-kind Services from the Park & Recreation Department, which includes all necessary fee waivers, supplies, labor and equipment; Resolution also allocates \$3,000 of In-kind Services from the Communications Department to include all necessary supplies, labor and equipment.	\$4,000	\$4,000	\$0	\$4,000

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# In-Kind and Special Events Reserve Fund

## FY 2003-04 Approvals and Fund Balance

BCC and/or Committee Meeting Date	Approved Resolution No.	Event/Program	Description	Amount Requested	Amount Approved	From Proprietary Departments	From General Fund
Approved In-Kind and Special Events Requests - Countywide							
1/20/2004	R-74-04	Community Performing Arts Association, Inc. - Arts in the Street	Fee Waiver for the use of Park and Recreation Showmobile on December 5, 2003 in the amount of \$1,032.	\$1,032	\$1,032	\$0	\$1,032
1/20/2004	R-73-04	Special Olympics	Fee Waiver for the use of Park & Recreation Showmobile on February 29, 2004 in the amount of \$1,086	\$1,086	\$1,086	\$0	\$1,086
2/3/2004	R-181-04	Special City for Special People	Fee Waiver for the use of the Park & Recreation Showmobile on December 7, 2003 in the amount of \$1,616	\$1,616	\$1,616	\$0	\$1,616
1/20/2004	R-115-04	Miami Tropical Marathon	P.R. Racing, Inc. - Miami Tropical Marathon: In-kind service for a County-wide event on May 27-31, 2004 to include supplies, labor, and equipment from the Parks in the amount of \$5,292; the Police Department in the amount of \$14,157; Miami-Dade Fire Rescue Department in the amount of \$5,512; Miami-Dade Transit Department in the amount of \$4,428.	\$29,389	\$29,389	\$9,940	\$19,449
2/3/2004	R-164-04	Head Start Day at Metro Zoo	Fee Waiver for the admissions of 1,800 Head Start Students and 200 chaperones into Metro Zoo on December 12, 2003.	\$7,200	\$7,200	\$0	\$7,200
2/3/2004	R-166-04	100 Black Men of South Florida, Inc. Sickle Cell Walk/Run	Sickle Cell Walk/Run at Metrozoo, January 10, 2004; In-kind service request for the Parks Department in the amount on \$4,670 for admissions to Metrozoo for 934 participants; \$300 in-kind service for use of the picnic field rental at Metrozoo.	\$4,970	\$4,970	\$0	\$4,970
2/3/2004	R-184-04	Memorial Cubano	In-kind services for a memorial event scheduled for February 20 and 23, 2004. The not-for-profit organization is requesting the use of the Parks Department's showmobile - \$13,585; Miami-Dade Police services - \$16,157; Miami-Dade Fire Rescue - \$9,240 for personnel and \$6,160 for two golf carts; Solid Waste Department services in the amount of \$8,000.	\$53,142	\$53,142	\$23,400	\$29,742
2/3/2004	R-185-04	Miami-Dade County Days in Washington, D.C.	In-Kind services from the Communications Department in the amount of \$3,000 for invitations, flyers, etc. The date of this event is March 3, 2004.	\$3,000	\$3,000	\$0	\$3,000

# In-Kind and Special Events Reserve Fund

## FY 2003-04 Approvals and Fund Balance

BCC and/or Committee Meeting Date	Approved Resolution No.	Event/Program	Description	Amount Requested	Amount Approved	Approved Amounts From Proprietary Departments	From General Fund Departments
<b>Approved In-Kind and Special Events Requests - Countywide</b>							
3/16/2004	R-319-04	March of Dimes	Walk America - Fundraiser walk scheduled for April 3, 2004, to raise funds to improve the health of babies by preventing birth defects and infant mortality. In-kind service for the use of Police services - \$8,000.	\$8,000	\$8,000	\$0	\$8,000
3/16/2004	R-369-04	MLK Parade - Liberty City	In-kind Services for the use of Fire Rescue Dept. in the amount of \$6,633; Police Dept. in the amount of \$75,075; Parks Dept. in the amount of \$12,485; Corrections Dept. in the amount of \$11,458; Solid Waste in the amount of \$5,993; and Public Works Dept. in the amount of \$15,000.	\$126,655	\$126,655	\$12,626	\$114,029
3/16/2004	R-335-04	Juvenile Diabetes Walk-A-Thon	In-kind services for a countywide event on March 27, 2004 for admissions into Metrozoo for 5,000 participants - \$25,000, and field rental - \$300.	\$25,300	\$25,300	\$0	\$25,300
3/16/2004	R-368-04	National Multiple Sclerosis Society - Bike Tour	National Multiple Sclerosis Society Marjorie MS 150 Bike Tour scheduled for April 24 and 25, 2004. In-kind service is being requested from Miami-Dade Police Dept. - \$8,297; Miami-Dade Fire Rescue - \$5,040.	\$13,967	\$13,967	\$5,040	\$8,927
4/13/2004	R-465-04	Institute for Public Management & Community Service/Florida International University - Inter-American Conference of Mayors	In-kind service for an event scheduled for June 21-24, 2004, in the amount of \$7,000 from Miami-Dade International Trade Consortium for staff support; \$7,000 from Miami-Dade Police Department for security and traffic support; \$8,500 from Miami-Dade Transit Dept. for Transportation; \$2,000 from Enterprise Technology Services Dept. for office equipment; and \$500 from the Communications Dept. for printing services.	\$25,000	\$25,000	\$15,500	\$9,500
4/13/2004	R-437-04	Volunteer Appreciation Day	In-kind service for an event scheduled for April 18, 2004, in the amount of \$716 from the Parks Department for the use of a stage.	\$716	\$716	\$0	\$716
4/13/2004	R-468-04	U.S. Department of Homeland Security	In-kind services for an event that was held on March 1, 2004, in the amount of \$850 from the Parks Dept. for the use of the sound system and \$500 from the Communications Dept. for a banner and signage.	\$1,350	\$1,350	\$0	\$1,350
4/13/2004	R-425-04	Women in the Fire Services	In-kind service for a seminar scheduled for March 26, 2004 in the amount of \$750 from Miami-Dade Transit Department for transportation services.	\$750	\$750	\$750	\$0
<b>TOTAL</b>				<b>\$557,539</b>	<b>\$557,539</b>	<b>\$131,472</b>	<b>\$426,067</b>

# In-Kind and Special Events Reserve Fund

## FY 2003-04 Approvals and Fund Balance

Date Application Received	BCC and/or Committee Meeting Date	Approved Resolution No.	Event/Program	Description	Amount Requested	Amount Approved	Approved Amounts From Proprietary Departments	From General Fund Departments	District Reserve Balance
<b>In-Kind Services and Special Events Approved Countywide Balance</b>									
<b>Pending Requests for In-Kind Services - Countywide Events</b>									
October 23, 2003	Committee & BCC Pending		West Perrine Development Corp., Inc., Dr. Martin Luther King Jr. Day	Band Extravaganza, January 16, 2004: In-kind services for the use of Miami-Dade Fire Rescue services - \$3,000; the Police Department - \$4,000; Parks Department for the use of bleachers - \$7,132. Parade, January 17, 2004: In-kind request for the use of Miami-Dade Fire Rescue services - \$620; the Police Department - \$24,000.	\$38,752		\$3,620	\$35,132	\$152,301
December 29, 2003	Committee & BCC Pending		New Vision - Homestead, MLK Parade Task Force Committee - Annual Martin Luther King Jr. Day	MLK Parade Homestead: In-kind service for the use of Miami-Dade Parks Dept. services - \$1,806; Solid Waste Dept. for participation - \$1,131; no charge from Miami-Dade Fire Rescue due to on-duty vehicles.	\$2,937		\$1,131	\$1,806	\$150,495
January 21, 2004	Committee & BCC Pending		Haitian American Foundation, Inc.	In-kind services in the amount of \$1,171 from Miami-Dade Police Dept. for security and traffic support at Vizcaya (Mayors Masquerade Ball) Held on February 26, 2004, \$1,016 from the Parks Dept. for stage and tower lights for the Greater Miami Mard Gras Parade of Nations event held on February 29, 2004.	\$2,187		\$0	\$2,187	<u>\$148,308</u>
<b>Total Pending Countywide</b>					<b>\$43,876</b>	<b>\$0</b>	<b>\$4,751</b>	<b>\$39,125</b>	



# In-Kind and Special Events Requests - District Specific

Expenditure	Event	Amount/Approved	From General Fund Department	Balance
<b>District 1</b>				
April 29, 2004	City of North Miami Beach Public Services Department's Water Fest	\$400	\$400	\$10,500
May 14, 2004	American Cancer Society - Relay for Life	\$791	\$791	\$10,100
April 16, 2004	City of Opa-Locka Ribbon Cutting Ceremony (pending approval)	\$791	\$791	\$9,309
May 1, 2004	No Jive Productions "Open Yo Eyes" Event (pending approval)	\$2,168	\$2,168	\$8,518
				<u>\$6,350</u>
<b>District 2</b>				<u>\$10,500</u>
<b>District 3</b>				<u>\$10,500</u>
<b>District 4</b>				<u>\$10,500</u>
<b>District 5</b>				<u>\$10,500</u>
<b>District 6</b>				
January 9, 2004	Nuevo Caminar Ministerio Catolico	\$1,531	\$1,531	\$10,500
April 16 - 18, 2004	Springs River Festival, Inc.	\$3,866	\$3,866	\$8,969
March 4 - 7, 2004	St. John the Apostle Catholic Church and School Festival (pending approval)	\$2,906	\$2,906	\$5,103
March 16, 2004	Commissioner Sosa allocated from her District Reserve Funds	\$5,000		\$2,197
				<u>\$7,197</u>
<b>District 7</b>				<u>\$10,500</u>

# In-Kind and Special Events Requests - District Specific

Expenditure	Event	Amount/Approved	From General Fund Department	Balance
<b>District 8</b>				
July 4, 2004	Perrine Baseball and Softball Association, Inc.	\$5,000	\$5,000	\$10,500
				\$5,500
May 2, 2004	One People, One Community, Multi Cultural Festival	\$1,600	\$1,600	<u>\$3,900</u>
<b>District 9</b>				
February 24, 2004	Bronco Band Patrons Association, Inc.	\$1,000	\$0	\$10,500
				\$10,500
March 20, 2004	Community Health of South Dade, Inc. Children in Crisis Fundraiser (pending approval)	\$1,200	\$0	\$10,500
May 1, 2004	Church of the Ascension's Annual Church Bash (pending approval)	\$1,056	\$1,056	<u>\$9,444</u>
<b>District 10</b>				
February 26, 2004	Everglades K-8, FCAT Pep Rally	\$4,416	\$4,416	\$10,500
				<u>\$6,084</u>
<b>District 11</b>				<u>\$10,500</u>
<b>District 12</b>				
December 20, 2003	One Doral	\$1,086	\$1,086	\$10,500
April 10, 2004	Easter Extravaganza (pending approval)	\$686	\$686	\$9,414
				<u>\$8,728</u>
<b>District 13</b>				<u>\$10,500</u>